

Montana Office of Public Instruction (OPI)
21st Century Community Learning Centers (21st CCLC)
Program Income / Parent Fees

Frequently Asked Questions & Answers

Q: Since we applied for, and were awarded this grant based on guidance that was given to us by OPI that allowed the collection of parent fees, and since budgets were built based on that guidance, and since summer fees have already been collected, how can the OPI retroactively disallow those fees? (or reduce next year's award based on them) The information was in OPI's possession before the beginning of the program year (The webinar happened June 6) but this information is now being given out a month and a half into the program year. I can see you saying next year this will be the process, but I'm not sure how you can change the rules this late in the game.

A: OPI did not provide guidance that "allowed" program fees. In the common assurances page of every application, grantees attest that they will follow stated guidance, which includes Federal regulations related to program income. As it is the responsibility of the OPI to adhere to Federal regulations absent of technical assistance, the same is held true for recipients of grants awarded through OPI.

Timing of notification from OPI was based on obtaining further clarification from the Department of Education related to the prior approval process. OPI became aware that the Department of Education would not have an approval process available for the current grant year on August 8, 2018.

Note: Application process opened on February 6, 2018, closed on April 13, 2018, and awards sent out June 6, 2018.

Note: In our discussion with the Department of Education, it was evident there is no flexibility in non-compliance related to program income.

Q: As the awarding agency, does OPI or the state Superintendent have the authority to provide an exception to the Federal program income regulations?

A: The OPI or the state Superintendent does not have the authority to override Federal regulations.

Q: What is considered a "minimal" fee? Can we please get a dollar amount to help define that?

A: There is no minimal fee that is allowable. Please refer to Question #1.

Q: Parents with multiple children have always appreciated a "sibling discount" for parent fees, but is that no longer allowable because the fee needs to be the same for every student?

A: Federal regulations require that if parent fees are charged, they must be consistent for each student. Thus, assessing a different rate for a second or subsequent student is in violation of federal law.

Q: We started a new program this past summer and I am wanting to make sure that what we are doing is in compliance. The following is an outline of how our summer program is put together.

Our school offers 3 weeks of free summer recreation and academics. In an attempt to stream line all the sports and academic camps that coaches do, we streamed these through 21st CCLC. The 21st CCLC staff does the scheduling and paperwork. The camps have a \$50 charge. This does not produce any type of profit for our 21st program, however we are partnered with the school and one employee oversees the paperwork, t-shirt orders, breakfast and lunch supervision. The kids are also fed two meals, we do roster these kids as our employees do the paperwork and food. The camp

coaches are paid through the fee which is in a separate account, t-shirts also come out of that account. \$30 per student to coaches, \$10 for a t-shirt, the remaining \$10 remains in the account to purchase camp supplies for the following year.

I know this seems long, but I just get worried as this was our first time, it was very successful, and we are beginning planning for the next year, so I want to make sure that what we are doing is correct.

A: Thank you for the question. The following addresses the issue I (Jay Phillips) see:

Attestation – “21st Century staff does the scheduling and paperwork”

As these are 21st Century funded positions, it is not allowable to use their time for non-21st Century activities. Although you are attempting to streamline the activities, as an educational program 21st Century funds can't be used to collect any type of fee, even if it is a break-even situation. I understand the operational effort, but the Department of Education has made it clear 21st Century educational programs need to be clearly separated from other types of program activities conducted within the grantee's operations. Since 21st Century staff time was used, your organization will need to report a percentage of the fees collected which will be held for offset in the event of a successful continuation of granted funds. The percentage of program income generated would be calculated by determining what percentage of personal services to support the camp were paid by 21st Century funds and from total camp fees collected apply this percentage.

Example:

25% of total personal services were funded by 21st Century funds. Total program fees collected = 1,000. Program income to be reported = \$250

Q: Is it considered 21st CCLC program income if it is used to purchase supplies and pay staff to produce items (arts & crafts, or other items) that could be sold?

A: Yes, it is considered program income. Selling products that are produced in a 21st CCLC program where grant money was used to pay staff or purchase supplies is considered program income, and is subject to a reduction in the next year's award.